



Robertson Park Youth Center
801 Rabbit Road Gaithersburg, MD 20879

FACILITY USE APPLICATION

Type of Event: _____ # of Attendees Expected: _____

Description of Event: _____

Date(s): _____ Time: _____

Climbing Wall (Circle one)

Yes

No

Applicant's Name: _____

Organization: _____

Address: _____

City/St/Zip: _____

Circle one:

City Resident

Nonresident

City Program ☐

Phone Numbers: Work _____ Home _____ Cell _____

Email Address: _____

Rental Requests: _____ Youth Center (Main game room, Activity Room, outside areas)
Please note that the computer lab is not a rental space.

Notes: Please identify any other information that will be helpful to Youth Center staff:

Applicant/organization accepts responsibility to abide by all procedures outlined in the "Rental Program" document and understands penalties associated with not abiding by these stipulations. In addition, applicant agrees that by signing this application, the City of Gaithersburg is authorized to charge applicant's credit card and/or process checks and cash for specified fees.

The applicant furthermore agrees to indemnify, defend, and hold harmless the City and its agents against any and all losses, injuries or damages to any person or thing that shall arise from the applicant's use of the Robertson Park Youth Center facility.

Date of this request: _____ Signature of Applicant: _____

For Youth Center Staff Use Only:

Date Rec'd: _____ By: _____

Driver's License #: _____

Rate per hour: \$ _____ x No. of hours _____ = \$ _____ **Total Rental Fee**

Security Deposit: Amount \$ _____ Date Paid: _____ Rec'd By _____

Cash ☐ Check # _____

VISA/Mastercard/Discover #: _____ Exp. Date ____/____

Cardholder Name (please print): _____

Cardholder Signature: _____

Request Approved By: _____ Date _____

Rental Fee Paid: Amount \$ _____ Date Paid _____ Rec'd By _____

Cash ☐ Check # _____

VISA/Mastercard/Discover #: _____ Exp. Date ____/____

Cardholder Name (please print): _____

Cardholder Signature: _____